

SELECT BOARD
MEETING MINUTES
Monday, April 6, 2026
Room 229 Veteran's Memorial Building

I. CALL TO ORDER

Chair Underhill called the meeting to order at 7:00 p.m.

The following people were present: Chair Erin Underhill, Vice Chair Craig Schultze, Clerk Ellen Rosenfeld, Town Administrator Mike Guzinski and Assistant Town Administrator Karen Bouret DeMarzo.

II. UPCOMING EVENTS

- 5/4/26 Town Meeting
- 5/11/26 Town Election
- Millis Beautification Day

The Select Board meeting began with announcements about upcoming events, including Millis Beautification Day on April 11th, Rain or Shine from 9 a.m. to noon at the Veteran's Memorial Building

Millis Town Meeting on May 4, 2026, at 7:30 at the Middle/High

Millis Town Election at the Veteran's Memorial Building on May 11, 2026, from 7:00 a.m. until 8:00 p.m.

III. SCHEDULED HEARINGS AND APPOINTMENTS

26-052 Appointments

Principal Assessor
2(Recreation Committee Members
Enterprise Advisory Committee Member
Fence Viewer
Local Emergency Planning Committee Member

Town Administrator Mike Guzinski read a letter from Finance Director Jody Kurczy regarding Principal Assessor Terry Gonzalez's retirement. He noted Gonzalez's valued service and thanked her for her contributions to the Town. Kurczy noted the pool of candidates to replace her. Of those candidates, Tom Welch emerged as the top choice and best fit for Millis. He is a certified Assessor Massachusetts Municipal Assessor. Town Administrator said we look forward to welcoming Tom to the Finance Team. I am asking the Board to ratify my appointment of Tom Welch as Principal Assessor pending a successful Cori and physical.

Sel. Schultze made the motion to ratify the Town Administrator's appointment of Thomas Welch as the Principal Assessor pending a successful Cori check and physical. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded, All in favor? All Ayes. The motion was unanimously approved.

Recreation Committee

Sel. Schultze made the motion to appoint Jesse Curran and Autumn Richards as Recreation Committee Members until June 30, 2026. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded, All in favor? All Ayes. The motion was unanimously approved.

Enterprise Advisory Committee Member, Fence Viewer, Local Emergency Planning Committee Member.

Sel Schultze moved that the Board appoint Dave Rachmaciej as a voting member of the Advisory Committee, Fence Viewer and as a member of the Local Emergency Planning Committee through June 30, 2026. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded, all in favor? All Ayes. The motion passed unanimously.

26-053 Capital Planning Committee Project Recommendation

The Capital Planning Committee Chairman, Jon Barry reported on 12 projects totaling approximately \$2 million, with three high-priority items including water heater replacements, fire department equipment, and water meter replacements. The committee also presented a 10-year capital needs estimate of \$32.4 million, including \$13 million for vehicle replacements and \$7 million for athletic fields. The Select Board discussed capital planning recommendations from the Capital Planning Committee, including building assessments and infrastructure projects. He also mentioned that the Finance Director is going through a comprehensive conversion from our old spreadsheets to the Clear Gov System. They will update as the system is up and running.

Sel. Schultze moved that the Board accept the CPC (Capital Planning Committee) recommendations for the Spring Annual Town Meeting Warrant as presented. Sel. Ellen seconded. Sel. Underhill said the motion has been moved and seconded, All in favor? All ayres. The Motion passed unanimously.

26-054 Enterprise Advisory Committee Presentation

The committee reviewed municipal fees and found them comparable to those in neighboring towns, including water and sewer hook-up fees, transfer station fees, and disposal fees for bulky items. Committee member John Waclawik presented a study

comparing Millis's fees with those of other municipalities. Committee member Jim Duffy shared an updated capacity model showing capacity for 568 additional bedrooms within existing reserve limits. The Board also discussed enterprise contingency planning, including potential emergency mutual-aid agreements with neighboring towns for shared water resources. The meeting then moved to water connection discussions and FY2027 budget presentations. The Town reviewed prior efforts to connect a power plant to the water system; although connections were installed, they were not pursued because the plant did not need water.

26-055 Presentation of FY27 DPW Budget

The meeting covered discussions about water connections and budget presentations for fiscal year 2027. Town shared information about previous water connection attempts with a power plant, noting that connections were established but not pursued due to the plant not needing water. The main focus was on the DPW budget presentation, where Town outlined various fund requests including highway, cemetery, parks, and enterprise funds totaling \$6,571,982. The enterprise budgets showed increases in water and sewer expenses, with the Water Enterprise Fund decreasing due to unneeded repair funds being returned. The conversation ended with a note that budget figures could change pending union negotiations with ASCME. Town reported on the completion of \$671,045 in paving work, including a significant \$1.2-1.3 million grant for Main Street. A new \$6.35 million PFAS water treatment plant is under construction and expected to stay on budget and timeline. Town also discussed various grants received, including \$10,000 for a new transfer station compactor and a \$30,000 MassDEP cyber security grant. The focus then shifted to the DPW budget, with requests across the highway, cemetery, parks, and enterprise funds totaling \$6,571,982. Enterprise budgets showed higher water and sewer expenses, while the Water Enterprise Fund decreased as unneeded repair funds were returned. Budget figures may change pending union negotiations with AFSCME.

OUT OF ORDER

26-060 Approval of CM at Risk Contract for Middle/High School Building Project

Town Administrator Mike Guzinski spoke about the approval of an agreement of the at risk services owner construction manager for the Millis Middle/High School Project. He is asking the Board to approve and authorize the Town Administrator to execute an agreement with Fontaine Brothers Inc. Of Springfield, MA for construction manager at risk services for the Middle/High School Project, with a budget not exceeding \$216,000 for pre-construction services.

Sel. Schultze said I move the Board approve and authorize the Town Administrator to execute an agreement for construction manager at risk services between the Town of Millis and Fontaine Brothers, Inc. of Springfield, Ma for the Middle/High School Building Project and further authorize the amount not to exceed \$216,000 for preconstruction services. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded. All in favor, All Ayes. The motion passed unanimously.

26-061 Liaison Updates

Sel. Rosenfeld spoke of going to the Economic Development Committee on March 26, 2026, where they discussed the Permitting Guide. Also, she attended the Energy Committee Meeting on March 31, 2026. They were discussing the Specialized Energy Code.

26-062 Review/Approve of Draft Minutes of 3/23/26 Select Board Meeting

Sel. Schultze made the motion to approve the Select Board Draft Meeting Minutes of March 23, 2026, as written. Sel. Rosenfeld seconded. Sel. Underhill said it has been moved and seconded, all in favor? All Yays. The Motion passed unanimously.

OUT OF ORDER

26-058 Vote to Open 5/4/26 Annual Town Meeting (ATM) Warrant
Discuss/Add Remove Articles
Vote to Close the ATM Warrant

Sel. Schultze made the motion to open Town Warrant Meeting. Sel. Rosenfeld seconded. Sel. Underhill said it's been moved and seconded, all in favor? All Ayes. The motion passed unanimously.

Town Administrator Mike Guzinski started speaking of the Articles on the Town Warrant. This was put on hold until later in the meeting.

OUT OF ORDER

26-056 Millis Housing Authority Land Transfer

The meeting focused on discussing a potential land transfer to the Millis Housing Authority for affordable housing development, specifically considering the Braun or Cassidy properties. Attorney Jay Talerma the Town's Legal Counsel explained that the process would involve a comprehensive 40B permit application through the Zoning Board of Appeals, which would include public hearings and typically take about 6 months. He clarified that the land transfer would not occur immediately but would be contingent on

obtaining all necessary permits, with the town maintaining control until the permitting process is complete. The meeting focused on discussing a proposed 40B affordable housing project in Millis. Andrew Manning opposed the project, citing concerns about the concentration of affordable housing developments in the town and questioning why the town wasn't pursuing safe harbor status given existing projects would push the subsidized housing index to 10.2%. Jay clarified that while the project qualifies under 40B regulations, it differs from typical 40B developments as it would offer affordable units at \$300-800 in rent rather than the \$3,000 mentioned for Cambridge. The discussion also covered safe harbor options, with the town representative explaining that safe harbor isn't applied for but rather exists based on meeting certain criteria, and that it would primarily be used to impose conditions on projects rather than deny them. The meeting focused on discussing two potential affordable housing projects in Millis. Some residents raised concerns about the 40B project at 1178 Main Street, noting that while it provides affordable housing, it doesn't guarantee priority for Millis residents. Carol Baker, a member of the Millis Housing Authority, explained the authority's support for the project, emphasizing its focus on seniors and non-elderly disabled residents with affordable rent at 30% of income. The Housing Authority requested that the vote on the project be postponed to the fall to gather more community input and address residents' concerns. Also, on site selection for a housing development project, with discussions centered around using existing brownfield sites rather than greenfield spaces. Town officials explained that while they have explored potential alternative properties including GAF and other sites, legal and practical constraints limit available options to the Cassidy and Braun properties, which offer 3.5 and 6.7 acres respectively. The discussion highlighted concerns about developing the Cassidy property, which was previously purchased for open space, and the potential impact on local ecosystems and property values. The officials clarified that the 45-unit development represents the optimal size for a profitable project that would not require expansion in the future.

Sel. Schultze said I move to remove Article 12 which is the Transfer of Land for Affordable Housing and will revisit in November. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded, all in favor? All Ayes. The motion passed unanimously.

IV. Open Session Items

OUT OF ORDER

26-058 Discuss/Add /Remove Articles

The board discussed and approved several warrant articles, including removing unpaid bills from the warrant, transferring \$70,000 from the general budget to the Ambulance Revolving

Fund, authorizing borrowing for water meter replacement, appropriating \$1,168,158.69 from PFAS settlement funds, and rescinding borrowing authorization for the DeAngelis Well Project

Town Administrator Mike Guzinski reviewed with the Board some Articles. He asked for a transfer of \$70,000 of the Operating Budget of Article 3 of May5, 2025 ambulance revolving fund since those funds were not needed.

Sel. Schultze said so moved. Sel. Rosenfeld seconded. The Motion passed unanimously.

A new Article 9 for Water Replacement Project (identified in the Capital Article 8)

Sel. Schultze said so moved. Sel. Rosenfeld seconded. The motion passed unanimously

A new Article 19 appropriated sum of \$1,168,158.69 full balance of Funds available in the PFAS Settlement Fund for the purpose of funding the PFAS remediation Capital Projects.

Sel. Schultze said so moved. Sel. Rosenfeld seconded. The motion passed unanimously.

The last Article number 20, vote to rescind borrowing authority previously approved in the amount of \$26,021 for DeAngelis Well Project.

Sel. Schultze said so moved. Sel. Rosenfeld seconded. The Motion passed unanimously.

Sel. Schultze said I make the motion to close the Warrant. Sel. Rosenfeld Seconded. Sel. Underhill said the motion has been moved and seconded, all in favor? All Ayes. The motion passed unanimously.

OUT OF ORDER

26-057 Review/Approve Local Springing Regulatory Agreement – 1060 Main Street.

Attorney Jay Talerman discussed the property at 1060 Main Street which is a 40B Project.

Sel. Schultze said I move that the Board approve the local Springing Regulatory Agreement between the Town of Millis and authorize the Town Administrator to sign on behalf of the Town. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded, all in favor? All ayes. The motion passed unanimously.

26-059 Vote to Discuss FY27 Budget

Finance Director Jody Kurczy spoke to the Board. Jody presented the budget, highlighting a proposed \$48 million operating budget with a 3.5% increase over FY26, and discussed the strategic use of free cash, including funding Tri-County debt for the next 2-3 years without requesting an override.

V. Adjournment

Sel. Schultze moved that the Board adjourn. Sel. Rosenfeld seconded. Sel. Underhill said the motion has been moved and seconded, all in favor? All Ayes.

Respectfully submitted by Janet Nahass